

Moriah Chavez

La Salle, CO 80645

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(970)3717142

Very hyper, easy to talk to. I love meeting new people! I am very fast at learning and once I catch onto new skills I am quick and efficient. I love having set schedules and I do my absolute best to reach my goals at the end of the day.

Authorized to work in the US for any employer

Work Experience

Host

Rocky Mountain Taphouse - Greeley, CO

February 2018 to Present

I greet guests as they enter the restaurant and seat them in a fair way so all server's can get the same amount of guests. I also help with preparing bar drinks, cleaning dishes, cleaning tables, and restocking merchandise for sale.

Teller

Checkmate Payday Loans - Greeley, CO

October 2017 to Present

I input private customer information to either approve or deny them for installment loans, I also work with money orders, wire transfers, bill payments, and I also sell prepaid cards

Server

Chili's - Greeley, CO

April 2016 to November 2017

I perform basic serving duties such as greeting guests, taking orders, handling cash and credit card payments, cleaning areas, and preparing food for serving.

Sales Associate

Spencer's Gifts - Greeley, CO

April 2017 to October 2017

I help ring up customers, I organize and set out inventory on the sales floor, I handle cash and credit card payments, and maintain a tidy workspace.

Customer Service Representative

TeleTech - Greeley, CO

January 2016 to February 2016

Responsibilities

I represent USAA by working in the Debit and Credit section, helping USAA members with their banking needs.

Skills Used

Ability to handle high stress calls and to solve the problem with ease.

Smoothie Maker

Inta Juice - Greeley, CO

January 2015 to December 2015

Responsibilities

I would take customer orders, handle money or credit cards, I would work at a fast pace to make customer orders and get them out without any mistakes. I also would prepare fresh and frozen fruits, vegetables, and juices. Along with keeping up a tidy workspace, I would also have the duties of washing/sanitizing any and all dishes that were used.

Accomplishments

I have become well known among the regular customers. They love seeing me and striking up conversations while I prepared their orders. Often times I was the only "veteran" working certain shifts so I would be in charge of the store i.e making sure that all the orders were made correctly and handed out to the right customers.

Skills Used

Multitasking, ability to stay calm during rushes, register skills, math skills, and memorization skills.

Cashier/Customer Service

Kohl's Department Stores Inc. - Greeley, CO

April 2014 to January 2015

Responsibilities

As a cashier I would ring up customer purchases using either cash or a credit card. I would also solicit Kohl's credit cards to help customers save on purchases. In customer service, I had the responsibilities of carrying manager keys so I could successfully perform returns, exchanges, and post sale adjustments. I would also be in charge of counting needed and closing change for all registers at the end of every night.

Accomplishments

One of my biggest accomplishments was being able to carry manager keys for about five months so I could assist other employees with sale adjustments or receipt adjustments while the other supervisors were busy.

Skills Used

I used customer service skills, of course, but I also used computer, math, and resource skills to find the best solution to every problem I faced.

Education

General Education

Northridge High School

Skills

Verbal Communication (3 years), Money Handling (5 years), Customer Service (5 years), Manager Skills (2 years)

Additional Information

Very outgoing and easy to get along with. I enjoy talking to all types of people and getting to know them. I'm also a very good at figuring out people's moods and how they're feeling; so I know how to speak to them to make sure that when they leave they're satisfied with their customer care. I received very good remarks from my customers from Kohl's and Inta Juice. I regularly have people coming in and asking to be served by me. I enjoy hearing constructive feedback, as I am always willing to learn new things. I am very quick at picking up new skills and I love being able to advance high enough to where I can teach those skills to new coworkers. I have been in the position of supervisor or a team lead so I know what it's like to be in high stress situations and everyone is asking for my help. I learned how to stay calm during rushes and how to keep a big smile on my face.